

Message Text

PAGE 01 KINSHA 07133 311614Z

44

ACTION AID-31

INFO OCT-01 AF-06 ISO-00 PER-03 PA-02 SY-05 DRC-01 /049 W

----- 021417

P 311500Z JUL 75

FM AMEMBASSY KINSHASA

TO SECSTATE WASHDC PRIORITY 3886

UNCLAS KINSHASA 7133

E.O. 11652: N/A

SUBJ: PRIVACY ACT OF 1974 (93-579)

AIDAC

REF: STATE 169475

THE FOLLOWING REPORT IS SUBMITTED IN COMPLIANCE WITH REFTEL:

A. POST ALLOWANCE PAYROLL & LEAVE TRAVEL & TRANSPORT

B. CONTROLLER'S USAID SAME SAME
KINSHASA

C. DIRECT HIRE DIRECT HIRE DIRECT HIRE
PASA, PSC PASA, PSC

D. STD FORM 1190 SEL, W-4 TVL AUTH,
ALLOTMENTS TVL VOUCHERS
SF-479 HHE RECORD
T&A RECORDS CARDS, POV
RECORDS

E. AID HDBK NO.19 AID HDBK NO.19 AID HDBK NO. 19

F.1 FINMGT OFF SAME SAME

F.2 FIN RECORD & CONTROL SAME SAME

G.1 PAPER PAPER PAPER

G.2 NAME NAME NAME

UNCLASSIFIED

PAGE 02 KINSHA 07133 311614Z

G.3 UNLOCKED CABINET SAME SAME

G. TOUR OF EMPLOYEE SAME SAME

BURNED	BURNED	BURNED
H. CONTROLLER		
USAID/KINSHASA	SAME	SAME
I.1 AS ABOVE	SAME	SAME
I.2 NAME	NAME	NAME
J. AS IN H.	SAME	SAME
K. EMPLOYEE	EMPLOYEE	AGENCY HDQTRS
	SUPERVISORS	EMPLOYEE
L. UNCLASSIFIED	SAME	SAME
M. YES	YES	YES
A. COLLECTIONS & ADVANCES PASA EMPLOYEES		
B. SAME	FD/AGR OFFICE	
	USAID/KINSHASA	
C. DIRECT HIRE	PASA	
PASA, PSC		
D. BILL FOR	NOMINATION	
COLLECTION,	CORRESPONDENCE,	
ADVANCES	CONTRACT	
CARD		
E. AID HDBK NO. 19	AID HDBK NO.19	
F.1 FIN MGT OFFICER	FD/AGR/OFFICER	
F.2 FIN RECORD & CONTROL	WORK FILE	
G.1 PAPER	PAPER	
UNCLASSIFIED		
PAGE 03 KINSHA 07133 311614Z		
G.2 NAME	NAME	
G.3 UNLOCKET CABINETS	SAME	
G.4 TOUR OF EMPLOYEE	SAME	
BURNED	BURNED	
H. CONTROLLER	FD/AGR OFFICER	
USAID/KINSHASA	USAID/FD/AGR OFF	
I.1 AS ABOVE	AS ABOVE	
I.2 NAME	NAME	

J. CONTROLLER SAME
USAID KINSHASA UNDER H.

K. FINANCIAL RECORDS AGENCY HDQTRS

L. UNCLASSIFIED SAME

M. YES YES

A. PERSONNEL EMERGENCY EVALUATION
LOCATOR REPORTS

B. CAMO PER SAME SAME
AMEMBASSY KINSHASA

C. DIRECT-HIRE D-H D-H
PASA PASA PASA
PSC
CONTRACTOR
EMPLOYEE

D. PER ACTIONS, TVL FORM PERFORMANCE
AUTH, MEDICAL DS-1283 EVALUATION
CLEARANCES/ REPORTS
WAIVERS RESID
& DEP REPORTS
UNCLASSIFIED

PAGE 04 KINSHA 07133 311614Z

PAY CHANGE RECORD
CORRESPONDENCE
PERTAINING TO
PERSONNEL MATTERS

E. 3FAM 092.2 SAME 3 FAM 513
5 FAM TL:RC-4

F..1 PERSONNEL SAME PERSONNEL
OFFICERS & OFFICERS
ASSISTANTS

F.2 PERSONNEL EMERGENCIES REFERENCE
MANAGEMENT

G.1 PAPER PAPER PAPER

G.2 AGENCY/NAME SAME SAME

G.3 LOCKET CABINETS METAL BOX LOCKET SAFE
INFORMATION GIVEN SAME AVAILABLE TO RATED
ON A NEED TO KNOW EMPLOYEE, RATING
BASIS OFF, REVIEW OFF
REVIEW PANEL

G.4 FORWARDED TO RECEIVING POST ON TRANSFER; OTHERWISE 3 YEARS BURNED	PLACED IN PERS FILE ON DEPARTURE OF EMPLOYEE	1 YEAR AFTER DEPARTURE OF EMPLOYEE BURNED
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H. EMBASSY ADMIN OFF	SAME	SAME
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I.1 EMBASSY ADMIN OFF	SAME	SAME
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I.2 AGENCY/NAME	SAME	SAME
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J. AMBASSADOR	SAME	SAME
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UNCLASSIFIED

PAGE 05 KINSHA 07133 311614Z

K. AGENCY HDQTRS EMPLOYEE OTHER POSTS	EMPLOYEE REVIEW PANEL EMPLOYEE	SUPERVISORS'
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L. LOU	UNCLASS	UNCLASS
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M. YES	YES YES	YES
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CONSULAR A. CARD RECORDS	MEDICAL PATIENT	ACCOMMODATION EXCHANGE
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B. CONS SECTION AMBASSY KINSHASA	MED UNIT AMEMBASSY KINSHASA	CASHIER OFFICE AMEMBASSY KINSHASA
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C. UNOFFICIAL AMERICANS	D-H PASA	D-H PASA
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PSC
PATIENTS ONLY

D. PASSPORT & NATIONALITY CARD	MEDICAL TREATMENT	ZAIRE PURCHASED/ DOLLARS RECEIVED
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FS-558 FOR
UNOFF AMER
OFF AMER INFO
FOR CONS SECTION
CARD

E. 8FAM 260	3FAM 681.3.1	4FAM 365.1 363.1 362.1
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F.1 CONSULAR OFFICER MEDICAL OFFICER& CASHIER
 NURSE FIN OFFICER
 ADMIN OFFICER

F.2 EMERGENCIES REFERRAL CONTROL BLACK
 WORK RECORD MARKET ACTIVITIES

UNCLASSIFIED

PAGE 06 KINSHA 07133 311614Z

G.1 PAPER PAPER PAPER

G.2 NAME NAME AGENCY/NAME

G.3 LOCKET LOCKED LOCKED SAFE
 CABINET CABINET RESTRICTED TO
 RESTRICTED TO RESTRICTED TO (SEE F.1 ABOVE)
 CONSULAR SECTION MEDICAL PERSONNEL

G.4 1 YEAR 3 YEARS AFTER 2 MONTHS AFTER
 BURNED DEPARTURE OF DEPARTURE
 PATIENTS OF EMPLOYEE
 BURNED BURNED
 OR GIVEN TO
 PATIENT OR
 FORWARDED TO
 DG/MED

H. EMB ADMIN OFFICER SAME SAME

I.1 EMB ADM OFF SAME SAME

I.2 NAME NAME AGENCY/NAME

J. AMBASSADOR SAME SAME

K. EMPLOYEE EMPLOYEE, EMPLOYEE
 OTHER MEDICAL TRANSACTION
 FACILITIES

L. UNCLASSIFIED UNCLASS UNCLASS

M. YES YES YES

A. SECURITY SHIPPING VEHICLE
 INVESTIGATIVE

B. RSO GSO/TRAN GSO/TRAN
 AMEMBASSY AMEMBASSY SAME
 KINSHASA KINSHASA

C. AS REQUESTED DIRECT HIRE D-H & PASA
 UNCLASSIFIED

PAGE 07 KINSHA 07133 311614Z

D-H, PSC PASA POV OWNERS

D. POLICE & EMBASSY CHECK TRAVEL AUTH, INSURANCE
 INTERVIEWS SHIPPING POLICY RECEIPT
 DOCUMENTS, ACCIDENT REPORTS,
 PROPERTY LOSS VEHICLE SALE,
 CLAIMS LICENSE PLATE
 CUSTOMS DOCUMENTS APPLICATION,
 CUSTOMS DOC.

E. EXEC ORD 10-450 5 FAM 400 5 FAM400
 5 FAM900 TL-RC4 TL-RC-4
 5)-RC-4 5FAM 400

F.1 REG SECURITY TRNS OFF PERS TRANS
 OFFICER SONNEL OFFICER

F. 2 INFO OBTAINED WORK FILES WORK FILES
 FOR AGENCY
 HDQTRS

G.1 PAPER PAPER PAPER

G.2 NAME NAME NAME

G.3 LOCKED SAFE UNLOCKED CABINET LOCKED AND
 SCREENED BY RSO TRANS PERSONNEL UNLOCKED CABINETS
 TRANS OFFIER

G.4 5 FAM 400 3 YEARS RETIRED TO
 TL-RC-4 BURNED DEAD FILES
 REF 2 FAM

H. ADMIN OFFICER SAME SAME
 AMEMBASSY
 KINSHASA

I.1 AS ABOVE AS ABOVE AS ABOVE

I.2 NAME/YEAR NAME NAME

J. AMBASSADOR SAME SAME
 UNCLASSIFIED

PAGE 08 KINSHA 07133 311614Z

K. EMPLOYEE, AGENCY HDQTRS EMPLOYEE
 POLICE SHPG INSURANCE CO
 EMB PERS COMPANIES POLICE & CUSTOMS
 EMPLOYERS EMPLOYEE & CUSTOMS

L. SECRET UNCLASSIFIED UNCLASSIFIED

M. YES YES YES

WALKER

UNCLASSIFIED

<< END OF DOCUMENT >>

Message Attributes

Automatic Decaptioning: X
Capture Date: 26 AUG 1999
Channel Indicators: n/a
Current Classification: UNCLASSIFIED
Concepts: n/a
Control Number: n/a
Copy: SINGLE
Draft Date: 31 JUL 1975
Decaption Date: 01 JAN 1960
Decaption Note:
Disposition Action: n/a
Disposition Approved on Date:
Disposition Authority: n/a
Disposition Case Number: n/a
Disposition Comment:
Disposition Date: 01 JAN 1960
Disposition Event:
Disposition History: n/a
Disposition Reason:
Disposition Remarks:
Document Number: 1975KINSHA07133
Document Source: ADS
Document Unique ID: 00
Drafter: n/a
Enclosure: n/a
Executive Order: N/A
Errors: n/a
Film Number: D750264-0696
From: KINSHASA
Handling Restrictions: n/a
Image Path:
ISecure: 1
Legacy Key: link1975/newtext/t197507107/baaaauxe.tel
Line Count: 331
Locator: TEXT ON-LINE, TEXT ON MICROFILM
Office: ACTION AID
Original Classification: UNCLASSIFIED
Original Handling Restrictions: n/a
Original Previous Classification: n/a
Original Previous Handling Restrictions: n/a
Page Count: 7
Previous Channel Indicators:
Previous Classification: n/a
Previous Handling Restrictions: n/a
Reference: n/a
Review Action: RELEASED, APPROVED
Review Authority: hartledg
Review Comment: n/a
Review Content Flags:
Review Date: 15 JUL 2003
Review Event:
Review Exemptions: n/a
Review History: RELEASED <15 JUL 2003 by ThomasVJ>; APPROVED <15 JAN 2004 by hartledg>
Review Markings:

Margaret P. Grafeld
Declassified/Released
US Department of State
EO Systematic Review
06 JUL 2006

Review Media Identifier:
Review Referrals: n/a
Review Release Date: n/a
Review Release Event: n/a
Review Transfer Date:
Review Withdrawn Fields: n/a
Secure: OPEN
Status: NATIVE
Subject: n/a
TAGS: AINF
To: STATE
Type: TE
Markings: Margaret P. Grafeld Declassified/Released US Department of State EO Systematic Review 06 JUL 2006